



HOWARD COUNTY HISTORIC PRESERVATION COMMISSION  
*ELlicott CITY HISTORIC DISTRICT ■ LAWYERS HILL HISTORIC DISTRICT*  
3430 Court House Drive ■ Ellicott City, Maryland 21043

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*Administered by the Department of Planning and Zoning*

VOICE 410-313-2350  
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## April Minutes

Thursday, April 6, 2017; 7:00 p.m.

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The third meeting of the Historic Preservation Commission was held on Thursday, April 6, 2017 in the C. Vernon Gray Room located at 3430 Court House Drive, Ellicott City, MD 21043. Mr. Roth moved to approve the March minutes. Mr. Reich seconded. The motion was unanimously approved.

Members present: Allan Shad, Chair; Eileen Tennor, Vice-Chair; Drew Roth, Secretary; Bruno Reich

Members absent: Erica Zoren

Staff present: Samantha Holmes, Beth Burgess, Dan Bennett, Lewis Taylor, and Yvette Zhou

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### PLANS FOR APPROVAL

#### Consent Agenda

1. HPC-16-104c– 8069 Main Street, Ellicott City
2. HPC-16-77c – 3794 Church Road, Ellicott City
3. HPC-16-69c – 8293 Main Street, Ellicott City
4. HPC-16-106c/MA-16-02 – 8637-8639 Frederick Road, Ellicott City

#### Regular Agenda

5. HPC-17-27 – 3713 Fels Lane, Ellicott City, HO-581
6. HPC-16-53c – 8526 Frederick Road, Ellicott City
7. HPC-17-20 – 8143 Main Street, Ellicott City
8. HPC-17-21 – 3585 Church Road, Ellicott City
9. HPC-17-22 – 3821 Old Columbia Pike, Ellicott City
10. HPC-17-24 – 3062 Bethany Lane, Ellicott City
11. HPC-17-25 – 8382 Court Avenue, Ellicott City
12. HPC-17-26 – 8137 Main Street, Ellicott City
13. HPC-17-23 – 8109-8113 Main Street, Ellicott City

## CONSENT AGENDA

### **HPC-16-104c - 8069 Main Street, Ellicott City**

Final tax credit approval.

Applicant: Len Berkowitz

**Background & Scope of Work:** This property is located in the Ellicott City Historic District. According to SDAT the building dates to 1890. The Applicant was pre-approved on December 1, 2016 to install new steel beams and a concrete floor/decking system with closed cell foam insulation to the underside. The Applicant has submitted documentation that \$38,950.00 was spent on eligible, pre-approved work. The Applicant seeks \$9,737.50 in final tax credits.

**Staff Comments:** The invoices and cancelled checks add up to the requested amount and the work complies with that pre-approved.

**Staff Recommendation:** Staff recommends Approval as submitted for \$9,737.50 in final tax credits.

**Testimony:** There was no testimony.

**Motion:** Mr. Roth moved to approve the application as submitted for \$9,737.50 in final tax credits. Ms. Tennor seconded. The motion was unanimously approved.

### **HPC-16-77c – 3794 Church Road, Ellicott City**

Final tax credit approval.

Applicant: Arnold Sanders

**Background & Scope of Work:** This property is located in the Ellicott City Historic District. The County Architectural Historian believes the house dates to approximately 1845. The Applicant was pre-approved to replace the 20 year old roof, gutters and downspouts. The roof was replaced with architectural shingles in a gray color to match the previously existing roof. The gutters and downspouts were replaced with white half round aluminum gutters and downspouts to match the previously existing. The Applicant has submitted documentation that \$14,004.00 was spent on eligible, pre-approved work. The Applicant seeks \$3,501.00 in final tax credits.

**Staff Comments:** The invoices and cancelled checks add up to the requested amount and the work complies with that pre-approved.

**Staff Recommendation:** Staff recommends Approval as submitted for \$3,501.00 in final tax credits.

**Testimony:** There was no testimony.

**Motion:** Mr. Roth moved to approve the application as submitted for \$3,501.00 in final tax credits. Ms. Tennor seconded. The motion was unanimously approved.

**HPC-16-69c – 8293 Main Street, Ellicott City**

Final tax credit approval.  
Applicant: Angela Tersiguel

**Background & Scope of Work:** This property is located in the Ellicott City Historic District. According to SDAT the building dates to 1890. The Applicant was pre-approved for tax credits in September 2016 to make repairs to the side basement windows and doors that were damaged in the July 30 flood. The Applicant has submitted documentation that \$2,553.02 was spent on eligible, pre-approved work. The Applicant seeks \$638.26 in final tax credits.

**Staff Comments:** The numbers shown in the scope of work section above differ from what is written in the application as the Applicant wrote the incorrect number down for the cost of the block windows than from what was shown in the proposal from the contractor. The Applicant has submitted documentation that \$30,000 was spent on repairing the building, which includes the \$2,553.02 for the replacement side doors and basement windows.

**Staff Recommendation:** Staff recommends approval of final tax credit in the amount of \$638.26.

**Testimony:** Mr. Reich asked for clarification on the application which showed a total of \$30,000 spent on repairs, but the Applicant was only asking for a tax credit on \$2,555.02 worth of repairs. Ms. Holmes said only \$2,500 was eligible tax credit work out of the total \$30,000 spent.

**Motion:** Mr. Roth moved to approve the application as submitted for \$638.26 in final tax credit. Ms. Tennor seconded. The motion was unanimously approved.

**HPC-16-106c – 8637-8639 Frederick Road, Ellicott City, HO-899**

Final tax credit approval.  
Applicant: Ron Peters

**Background & Scope of Work:** This property is listed on the Historic Sites Inventory as HO-899, one of several properties in the Frederick Road Survey District. This property is located outside of the Ellicott City Historic District, but is a historic property that dates to 1873. The Applicant was pre-approved for tax credits to repair and reinforce the foundation wall through the Minor Alteration process as MA-16-02/HPC-16-106 on December 8, 2016. The Applicant has submitted documentation that \$5,000.00 was spent on eligible, pre-approved work and seeks \$1,250.00 in final tax credits.

**Staff Comments:** The work complies with that pre-approved and the receipts and cancelled checks add up to the requested amount of \$1,250.00.

**Staff Recommendation:** Staff recommends Approval as submitted.

**Testimony:** There was no testimony.

**Motion:** Mr. Roth moved to approve the application as submitted for \$1,250.00 in final tax credits. Ms. Tennor seconded. The motion was unanimously approved.

## REGULAR AGENDA

### HPC-17-27 – 3713 Fels Lane, Ellicott City, HO-581

Certificate of Approval to install shed.

Applicant: John Marshall, Howard County Department of Recreation and Parks

**Background & Scope of Work:** This property is located in the Ellicott City Historic District. According to the Historic Sites Inventory form, this building dates to approximately 1876. This application was posted as a Minor Alteration and later amended from a gambrel roof to a pitched gable roof and reposted, but has been removed due to an objection. The Applicant proposes to install a 10 foot by 12 foot shed on the property, to the left of the house at the terminus of the driveway behind the historic house as shown in the application. The shed will be constructed out of T-111 wood siding and doors. The roof will be a black asphalt shingle roof. The siding will be painted gray and the trim will be light gray. There will not be any windows on the shed and there will be two doors that will swing out and be light gray in color.

**Staff Comments:** The shed will be located behind the house in a cleared, gravel area. Upon entering the driveway, the view will continue to be of the main historic house and the shed will not be visible until one is at the top of the driveway, next to the historic house. There are several trees within the circular driveway, as well as the grade change, that makes the view of the shed minimally visible at the bottom of the driveway.



Figure 1 - Proposed location of shed



**Figure 2 - View approaching house**



**Figure 3 - View approaching house**



**Figure 4 - View approaching house**





Figure 5 - View approaching house



Figure 6 - View approaching house



Figure 7 - Proposed location of shed

The location of the shed complies with Chapter 7 recommendations, “If allowed by the size and shape of the property, place new outbuildings to the side or rear of the main building, separated from the main building by a substantial setback” and “Do not place a new outbuilding where it blocks or obscures view of a historic building. Do not attach a new outbuilding to the principal building.” The shed will be placed to the side and rear of the historic building with a substantial setback across the driveway, as recommended. The proposed location is the only practical location for the placement of the shed that complies with the recommendations in the Guidelines. There is only a narrow strip of land behind the historic house that is graded and then the slope drastically increases.



Figure 8- View behind house

The design of the shed, with the front gable pitched roof, echoes to the pitched roof shape on the historic building. The proposed shed will have a front gable roof and the historic home has a side gable roof. The shape of the shed roof will be compatible with the shape of the roof on the historic house and will be the same pitch as the side of the house. The shed will be constructed out of wood and will be painted gray with gray trim to blend into the surroundings, be compatible with the granite building, and not stand out as a focal point. This complies with Chapter 7 recommendations, “Design outbuildings to be subordinate in size and detail to principal buildings in the immediate vicinity” and “On any building, use exterior materials and colors similar to or compatible with the texture and color of those on the existing building.”





Figure 9 - Gable side of house

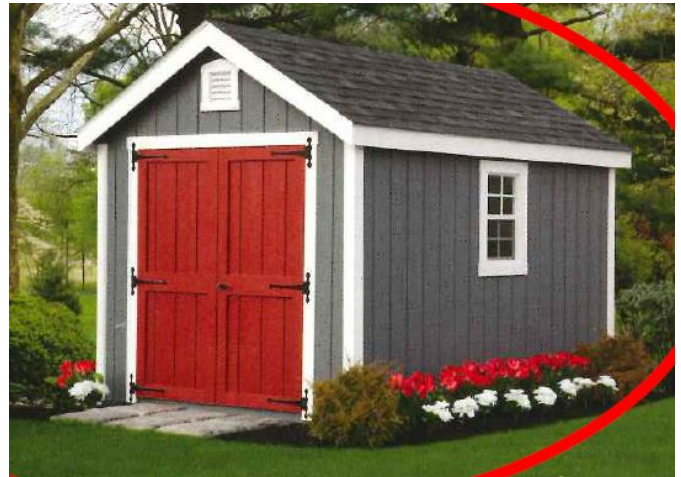


Figure 10 - Proposed shed (without window and different colors)

**Staff Recommendation:** Staff recommends Approval as submitted.

**Testimony:** Mr. Shad swore in John Marshall. Mr. Shad asked if there were any additions or corrections to the Staff comments or application. Mr. Marshall said he agreed with the Staff comments. Mr. Reich asked if the shed is pre-fabricated and installed on a slab. Mr. Marshall said it is pre-fabricated but will go on an existing stone bed. Mr. Reich asked for color samples of the shed. Ms. Holmes said the color will gray, and is intended to blend into the background, with a black roof and light gray trim. Ms. Burgess provided a copy of the color samples to Mr. Reich.

Ms. Tennor referenced Figure 7 which looked like the shed would be built at the head of the driveway, but said the aerial view in Figure 1 showed the shed will be more to the left of the house screened by the evergreen trees. Mr. Marshall confirmed the shed will be to the left of the house as she described.

Ms. Tennor asked about the date of the additions on the house. Ms. Burgess said she did not know the addition dates, except they were all added during different periods, and the Department of Recreation and Parks (DRP) is still evaluating the long term use of the building. Mr. Marshall said DRP will be doing a massive interior cleanup inside the building, but no further improvements are planned at this time.

**Motion:** Mr. Reich moved to Approve the application as submitted. Ms. Tennor seconded. The motion was unanimously approved.

#### **HPC-16-53c – 8526 Frederick Road, Ellicott City**

Final tax credit approval.

Applicant: Kevin Breeden

**Background & Scope of Work:** This property is located in the Ellicott City Historic District. According to SDAT the building dates to 1920. The Applicant was pre-approved for tax credits in August 2016 to make emergency foundation repairs due to the July 30 flood. The Applicant has submitted documentation showing that the following work was done:

- 1) Remove damaged foundation wall and build new concrete block wall for \$7,875.00.



- 2) Chimney removal – the chimney collapsed into its shaft because the foundation and wall that were supporting it washed away in the flood. This was unknown until the work had started and cost \$1,200.00.
- 3) Jack hammered and removed existing concrete slab from entire basement and hauled to dumpster. Contractor dug two 12"x12"x8" deep piers and filled with concrete and installed two 6' columns for new support. Installed one 30" sump crock in the corner of the basement at the height of the finished concrete. Dug 6" around perimeter of basement and installed continuous 4 inch perforated pipe and connected both sides into sump crock. Covered pipe with gravel ready for concrete slab. Poured 4" concrete pad in entire basement and finished smooth. Cost of work was \$7,985.00.

**Staff Comments:** The total cost of work related to the foundation was \$17,060.00. However the only work that was pre-approved was to rebuild the foundation that was damaged by the flood. This would include all of Item #1 and part of Item #3 – however the installation of the sump pump system would not be eligible for this tax credit. Staff is unsure if the pouring of the concrete pad would qualify and requests the Commission make a determination if this work was part of the foundation repair. Additionally, the chimney only collapsed due to the foundation wall being washed away, but the extent of the damage was not known until they were working on the foundation repair. Staff requests the Commission make a determination on whether this item is considered repair of the foundation wall as well.

**Staff Recommendation:** Staff recommends Approval of Item #1 for tax credit pre-approval and Item #3 for tax credit pre-approval with the costs of the sump pump system removed.

**Testimony:** Mr. Breeden was not present. The Commission discussed the application. The Commission discussed the pre-approval of the foundation repair for damage caused by the July 30<sup>th</sup> flood. The application stated the chimney collapsed during the foundation repair, since the chimney was supported by the foundation wall. The Applicant is seeking tax credits for the removal of the chimney. A sump pump was installed without pre-approval, and although weatherproofing is an eligible tax credit, it did not seem to be related to the foundation wall repair. The Commission had many questions for the Applicant, so the case will be continued at the next meeting on May 4<sup>th</sup>.

**Motion:** The application is continued to the next meeting when the Applicant can be present.

#### **HPC-17-20 – 8143 Main Street, Ellicott City**

Certificate of Approval for exterior alterations.

Applicant: Doug Yeakey

**Background & Scope of Work:** This property is located in the Ellicott City Historic District, but does not contain a historic structure. According to SDAT the building dates to 1987. The Applicant seeks retroactive approval for the installation of wood planter boxes on the front of the building. The planter boxes were painted the same green color as the existing trim to match the building. The planter boxes were screwed into the ground to prevent them from moving, which is work that requires a Certificate of Approval. A three ball topiary tree has been installed in each planter box. The boxes are located between the windows on the front façade.



Figure 11 - Front of building



Figure 12 - Signs



Figure 13 - Sign

**Staff Comments:** Chapter 9.B of the Guidelines states that this work requires a Certificate of Approval because the planters “are permanently attached to the ground or to a structure.” Chapter 9.B explains, “Varied landscape planters are used in the historic district. These have no clear historic precedent...Planters made of materials traditional to the historic district, including brick, stone, dark metal or painted wood, will be the most effective.” The landscape planters comply with this recommendation as they are painted wood and match the colors used in the building façade.

Staff spoke to the Applicant in early February and told them that the white text and other signs would also need to be approved. The Applicant said the white signs were temporary. However, Staff finds the signs are not temporary, as they have been in place at this point for a few months. If the Applicant would like them to remain in place, an application will need to be filed and approved. The gold window decal sign shown in Figure 13 and the two interior window hanging signs in Figure 12 will also need to be approved, or removed.

**Staff Recommendation:** Staff recommends Approval of the planters as submitted. Staff recommends the white vinyl window signs be removed. Staff recommends the Applicant submit an application for the gold window sign and the hanging window sign, or the signs be removed.

**Testimony:** Mr. Shad swore in Doug Yeakey. Mr. Shad asked if there were any additions or corrections to the Staff comments or application. Mr. Yeakey said he did not have any comments.

Mr. Reich asked if the white vinyl decal letters on the storefront windows that the Staff was concerned about have been removed. Mr. Yeakey said they have been removed and he will submit a new application for the gold letter vinyl signs building signs. Mr. Taylor clarified that the Commission was only reviewing the planters for this meeting.

Mr. Reich asked if the planters are wood. Mr. Yeakey said they are made of a PVC wood composite material to prevent rotting. Ms. Holmes said the planters look and feel like wood. Mr. Yeakey said the planters were painted with the same color as the existing building trim. The Commission agreed with the Staff comments that the planters followed the Guidelines with appropriate colors that soften the concrete area.

Ms. Tennor asked if the Applicant should have obtained approval for the signs and planters. Ms. Burgess said yes because the planters are anchored into the concrete, becoming part of the permanent structure. Ms. Holmes said it is good the planters are anchored to the ground to prevent vandalism and moving around. Ms. Burgess said the planters were customized to fit the slope of the sidewalk which is very unique and were very well done. The Applicant will return to the Commission for sign approvals later as the signs are not part of the current application.

**Motion:** Ms. Tennor moved to approve the application per Staff recommendations. Mr. Roth seconded. The motion was unanimously approved.

#### **HPC-17-21 – 3585 Church Road, Ellicott City**

Certificate of Approval for exterior alterations.

Applicant: Kimberly Kepnes

**Background & Scope of Work:** This property is located in the Ellicott City Historic District. According to SDAT the main historic building dates to 1865, but Staff believes the house was constructed later than



that. There is also a cottage house in the back yard of the property which most likely dates to around the 1930s.



Figure 14 - Location of outbuilding

The Applicant proposes the following work:

- 1) Paint the board and batten wood siding and trim on the guest house Snowball White to match the main house color. Repair or replace rotten wood as needed.
- 2) Paint the wood porch floor gray to match the porch floor of the main house.
- 3) Replace the existing roof rolled asphalt roof on the guest house with a green architectural asphalt shingle roof to match the main house.
- 4) Replace the cricket style side roof with a pitch just below the main roof line.
- 5) Install brown half round aluminum gutters and downspouts to match the gutters and downspouts on the main house.
- 6) Build wood porch railings to match the style on the main house.
- 7) Install lattice under porch to match that on the main house and paint white.
- 8) Paint concrete block posts white to match lattice.
- 9) Tax credit pre-approval for Items 1-8.

**Staff Comments:** The painting of the siding complies with Chapter 6.N recommendations for colors, “use colors appropriate to the period and style of the building” and “use colors that are generally compatible with (and do not clash with) the colors used in the district, particularly on neighboring buildings. On attached buildings, use the same colors or a coordinated color scheme whenever possible. In general, use calm or subdued colors, reserving bright colors for small, important details, such as doors or trim.” The proposed color is white, which is a neutral and calm color, complying with the Guidelines. The painting also complies with Chapter 6.D recommendations, “maintain, repair and protect (with paint or UV inhibitor if appropriate) wood siding, wood shingles or log construction.” The wood is in disrepair and the old paint is peeling and in poor condition. The Applicant will repair and replace rotten wood as needed with new wood to match the existing style, which complies with the Guidelines and is considered Routine Maintenance per Chapter 6.D, “replacing deteriorated siding or shingles with

materials that exactly match the existing siding or shingles and do not cover or alter details such as cornerboards, door and window trim and cornices.”

Staff has requested construction drawings that show the proposed alterations to the pitch of the roof. The Applicant is working to get construction drawings by the meeting date, but has provided additional photos of the roof that show where the cricket will be altered to form a lower gabled pitched roof.



**Figure 15 - Roof**



**Figure 16 - View of building**

The proposed asphalt shingles comply with the Guidelines, “replace historic roofing with asphalt shingles or other modern materials only if historically accurate materials cannot reasonably be used. Use



asphalt shingles that are flat, uniform in color and texture and of a neutral color.” The current roofing material is not historic, and the asphalt shingles will be uniform in color, as seen on the main house.



Figure 17 - Roof on main house

The Applicant proposes to install brown downspouts and gutters. Chapter 6.E recommends, “use gutters and downspouts of painted metal or prefinished aluminum in a color consistent with the building’s exterior walls or trim. Locate downspouts along natural vertical lines and corners of the building.” Staff asked the Applicant to provide an explanation of why they were deviating from the recommendations set forth in the Guidelines and received the following response: “We believe the brown gutters and downspouts better transition and frame the roof around the building and siding. The green and brown earth tones also highlight the wooded natural environment against the stark white building. We might have previously decided to make the gutters and downspouts white to blend in but the transition on the main house is very attractive and appealing.” While the proposed gutters and downspouts do not comply with the Guidelines, Staff finds the Applicant has provided justification for the use of the brown gutters and downspouts. The application generally proposes to use elements found on the historic house in order to tie the two buildings together. The outbuilding also sits back from the street and is nestled in the woods, so the gutters will be minimally visible.





**Figure 18 - Main historic house**

Staff requested a photograph indicating where the lattice will be installed and the Applicant responded that the lattice will be on two sides, the front under the porch and around the side. The concrete block posts will be painted white to match the lattice, siding and trim.



**Figure 19 - Proposed lattice**

Due to the architectural design and approximate age of the structure, Staff finds the outbuilding qualifies for tax credits per Section 20.112 of the County Code; however the Commission will also need to make this determination. The Code states that eligible property means, "An existing principal structure or historic outbuilding located within a local historic district in Howard County, which is determined by the Commission to be of historic or architectural significance, or to be architecturally compatible with the historic structures in the district." Items 1-8 are eligible for tax credits per Section 20.112 of the County Code, "The repair or replacement of exterior features of the structure; work that is necessary to maintain the physical integrity of the structure with regard to safety, durability, or

weatherproofing; and maintenance of the exterior of the structure, including routine maintenance as defined in section 16.601 of the County Code.”

Foundation repair was referenced in the application, but Staff has requested the Applicant provide more information on this item and return in May with an application focusing on the foundation repair issues (grading, corrugated metal panels, concrete block and brick) and alterations to the staircase.

**Staff Recommendation:** Staff recommends Approval of Items 1-8 and tax credit pre-approval for the work.

**Testimony:** Mr. Shad swore in Kimberly Kepnes. Mr. Shad asked if there were any additions or corrections to the Staff comments or application. Ms. Kepnes said she wanted to make a modification to the color of the cottage house roof. Thunderstorm Gray is the color that will match the roof on the existing main house. She referenced to the roof color samples and said that Thunderstorm Gray looked gray, but it also had green and brown colors in the shingle itself. Ms. Kepnes showed photos of the cricket near the chimney and she said it will be hard to see that removing the cricket will result in a gable roof that is below the main cottage building roofline. She has not received the contractor’s drawing but will provide to the Staff after the HPC meeting but prior to the Decision and Order.

Mr. Reich asked Ms. Kepnes if she planned to connect the existing gables on the cottage to make one gable that paralleled the existing gable but be a little below the main gable. Mr. Kepnes said yes, the profile will be the same pitch but just lower than the existing gable. Mr. Reich asked how it will be done. Ms. Kepnes said the front will inch up under six inches and the back will come down about the same in order to follow the same pitch. Mr. Reich asked if the new roof will be a slightly different angle from the main roof. Ms. Kepnes said they will be at the same angle.

Ms. Kepnes said she wants to add a foundation because currently the cottage sits on stacked bricks, not a true foundation. She proposed to grade out the area and then build a brick foundation that matched the main house’s foundation. There is limited visibility of the side brick foundation on the main house, but there is a stone foundation on the front. Ms. Holmes said the Staff needed more information on the foundation and it should be continued to a different month. Ms. Kepnes agreed to remove the foundation from the application to continue to another meeting. Mr. Reich asked if the siding will be removed to install a brick foundation. Ms. Kepnes said the area will be graded down, but did not indicate if siding will be removed. Mr. Reich asked if the grading would require the removal of the surrounding trees. Ms. Kepnes said no, the trees will not be impacted since they are far away from the house. Ms. Tennor said the trees looked very close to the building, but Ms. Kepnes said the trees are far enough away from the corner of the house where the grading will take place. Ms. Holmes said the brick foundation work and the grading were in the application, but the Applicant agreed to remove them from the application because the Staff needed more specific information to understand what the foundation would look like with the repairs and grading.

Ms. Kepnes said the current application requests modifications to the roof color, but the foundation repairs were removed. The remaining items seeking approval were painting of the existing siding and repair of some of the windows and siding. Ms. Kepnes said the windows are not being changed at this time, but rather they are preserving and stabilizing the building by scraping and painting the siding and replacing the roof. Ms. Kepnes explained that there are no gutters and downspouts on the building now. She said that the main house has brown half round gutters and she would like the gutters for the cottage to match the gutters on the main building. Ms. Holmes recommended window repairs be added to the current application for tax credits.

Ms. Tennor asked about work on the chimney. Ms. Kepnes said there will be no work on the chimney at this time but it will be addressed in a later application. Ms. Kepnes said since repairs will be made on the cottage roof to fix water leaks, ideally she would like to remove the cricket because it has been an ongoing water issue impacting the siding and the porch.

Mr. Reich wanted clarification about the number of items for approval. Ms. Holmes said some items from the application were further broken down into more details, while other items were combined together. Mr. Taylor said the approval should be based on the items outlined in the staff report and the application as amended.

Ms. Holmes asked the Commission to discuss the brown gutters and downspouts. She referred to Chapter 6.E of the Guidelines that recommends, "Use gutters and downspouts of painted metal or prefinished aluminum in a color consistent with the building's exterior walls or trim. Locate downspouts along natural vertical lines and corners of the building." Ms. Holmes read from the Staff report, "Staff asked the Applicant to provide an explanation of why they were deviating from the recommendations set forth in the Guidelines and received the following response from Ms. Kepnes: 'We believe the brown gutters and downspouts better transition and frame the roof around the building and siding. The green and brown earth tones also highlight the wooded natural environment against the stark white building. We might have previously decided to make the gutters and downspouts white to blend in but the transition on the main house is very attractive and appealing.'" Ms. Kepnes said the previous Commission approved the brown gutters and downspouts on the main house. Ms. Holmes said Staff agreed with the Applicant's justification after a site visit. Ms. Tennor asked if the fascia boards will be painted white. Ms. Kepnes said currently the main house has wrapped aluminum that will be replaced and then painted white, and the cottage house will mimic the main house. The Commission agreed the proposed material would be consistent with the overall roof and trim of the main house.

**Motion:** Mr. Reich moved to approve the application, including items 1-9 per the Staff report, adding the color of the roof will be Thunderstorm Gray and adding tax credits for window repair. A later application will be made for foundation work. Ms. Tennor seconded. The motion was unanimously approved.

#### **HPC-17-22 – 3821-3825 Old Columbia Pike, Ellicott City**

Certificate of Approval for exterior alterations.

Applicant: Joshua Anderson

**Background & Scope of Work:** This property is located in the Ellicott City Historic District. According to SDAT the building dates to 1830. On February 2, 2017 Staff noticed that a tree was removed from this property without approval. On February 16, 2017 a letter was sent to the property owner, reminding him that exterior alterations require approval from the Historic Preservation Commission. The property owner promptly followed up with Staff on February 19, 2017. The Applicant explained in the application that he was unaware that exterior alterations to the property, and not the structure, required approval.

The Applicant included all of the work that he has done to the exterior of the house and property in the application. The following work has already been done, but not all of it required approval:

- 1) Re-aligned the original stairs and granite blocks of the front retaining wall. This work would be considered Routine Maintenance and does not require approval.
- 2) Restored and replaced the original brick walkway which was in disrepair and covered by grass. This work would be considered Routine Maintenance and does not require approval.



- 3) Restored the front retaining wall on the property using stone that was original to the wall and property. There was a Paulownia tree and other junk trees with thorns that were damaging the wall and had to be removed. These trees were also growing into the powerlines and were removed by BGE. This work should have been approved.
- 4) Removed a Norway Maple tree in February 2017 without approval. The Applicant stated the tree was diseased and has provided photos that show disease and damage. This work should have been approved.



Figure 20 - Google Streetview November 2016



Figure 21 - Google Streetview November 2016



Figure 22 - Google Streetview July 2011



Figure 23 - Trees removed



Figure 25 - Stump of tree removed



The following work is either planned or partially in progress and requires approval:

- 5) Plant approximately 10 Leland Cypress trees along the front and right side of the retaining wall, bordering the property lines of 3821 and 3825 Old Columbia Pike (as shown in aerial below). The planting of trees does not require approval, but the removal of the previously existing trees did require approval. This item is being included to follow up on the issue of the removal.



Figure 26 - Location of proposed trees

- 6) The Applicant has built a walkway and patio, and begun construction of the retaining wall and built in fireplace/chimney on the right side of the house. Wrought iron handrails have been added to previously existing steps, as required by the homeowners insurance. The retaining wall is being constructed out of concrete block and will be faced with stone to match the historic building.
  - a. The capstones for the retaining wall for the walkways and patio will be Maryland Supreme irregular flagstone.
  - b. Install capstone on historic front wall to match the others that will be used on the property.

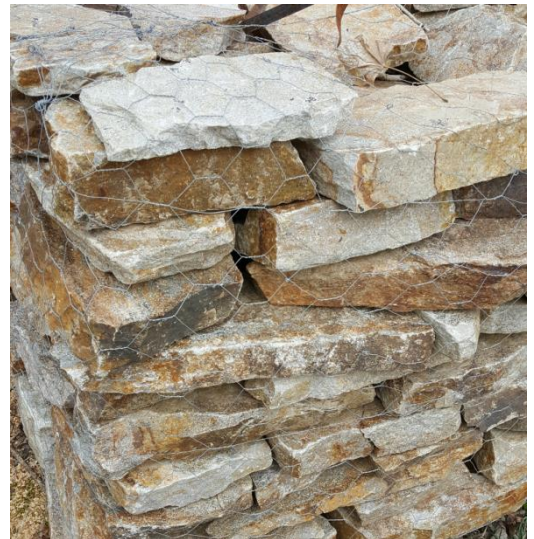


Figure 27 - Proposed capstone for retaining wall

Staff asked the Applicant to provide additional information on the walkway and patio, provide a site plan with dimensions and a drawing of the fireplace. The Applicant has provided the following information:

“All vertical stonework is laid to match pattern which already exists on home and wall with stone collected on property except for cap and flagstone. Type S mortar for everything besides fire brick will use refractory mortar. Fire pit/pizza oven is laid with solid filled 8”



block and rebar with stone facing laid at 8". Retaining wall backside to fire pit will be graded to top of the wall and stone is laid on back side, on exposed driveway side stone is laid at 8". Wall ties are set every 2' in height."



Figure 28 - Existing conditions



Figure 29 - Fireplace

**Staff Comments:** Chapter 9.B of the Guidelines states that work that requires a Certificate of Approval includes, "removing live trees with a diameter of 12 inches or greater 4.5 feet above ground level." The tree that was removed in February 2017 appears to meet these size requirements. The Applicant stated it was determined that the tree was diseased and cracked, with the help of an arborist. Staff inquired if there was an arborist report available, but the

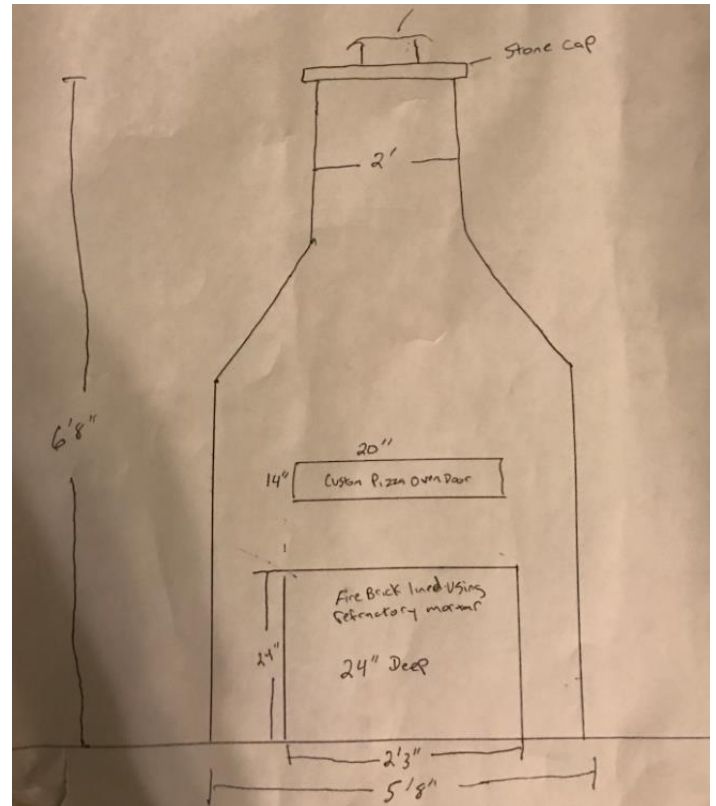


Figure 30 - Fireplace

Applicant stated there is not. The Applicant has provided additional photos, shown in Figures 24 and 25, that show possible disease and damage to the tree. The proposed planting of the Leland Cypress complies with Chapter 9.B recommendations, "Retain mature trees and shrubs. Provide for their replacement when necessary." While the large tree was removed, the Applicant proposes to compensate for its loss with approximately 10 Leland Cypress trees.

The previously removed trees from several years ago, as shown in the Google Street view images, were enveloping the wall and did not appear to be healthy, mature trees, but rather invasive trees that were overtaking the area. The proposed trees will better complement the historic home.

The stone that has been used and will continue to be used on the site is compatible with the historic granite house. This work complies with Chapter 9.D recommendations, "construct new site features using materials compatible with the setting and with nearby historic structures, particularly for features visible from a public way" and "construct new terraces or patios visible from a public way from brick, stone or concrete pavers design to look like indigenous stone." The wrought iron railing complies with Chapter 9.D, which explains that "historic metal fences found in the historic district include wrought iron fences" and recommends, "install open fencing, generally not more than five feet high of wood or dark metal." The overall dimensions of the patio and walkway were unclear so Staff took their own measurements of the patio, which will be provided to the Applicant and the Commission. Staff has no objection to the overall shape and concept of the patio, but the specific dimensions do need to be clearly understood.

**Staff Recommendation:** Staff recommends Approval of the new tree plantings. Staff recommends Approval of the side walkway, retaining wall and retroactive approval of the wrought iron railing. Staff recommends Approval of the hardscaping walkway and patio and chimney/fireplace drawing.

**Testimony:** Mr. Shad swore in Joshua Anderson. Mr. Shad asked if there were any additions or corrections to the Staff comments or application. Mr. Anderson said he had no additional comments. Ms. Tennor asked if the location of the proposed Leyland cypress trees planting, as shown in Figure 26, is the same location as the tree that was removed in the aerial view photo. Mr. Anderson believed it is the same. Ms. Burgess said the aerial mapping photo was taken before the tree was removed.

Mr. Reich asked for railing details. Ms. Holmes said the application has a photo showing the wrought iron railings.

Mr. Reich asked if all of the walls will be faced with the same stone as the house. Mr. Anderson said all the stone facing will be the same as the stone on the house and the front retaining wall. The stones were all sourced from Mr. Anderson's property. Mr. Anderson said the fireplace and the walkway wall will also be faced with the same stone. Mr. Reich asked for the dimensions of the fireplace. Mr. Anderson said the fireplace will be about two feet deep. Mr. Anderson said he will take the block already there then put the stone on top with a 24-inch deep firebox with foundation outside from the backside of the wall to support the stone. Mr. Anderson said there is a foundation wall that goes out further than the block but not more than the wall that curves around the retaining wall. Mr. Anderson said all the block work is done except the face of the fireplace, but first the fireplace will need to be built up more. Mr. Anderson said Figure 28 showed the back of the fireplace.

Mr. Anderson requested to plant 19 Leyland cypress trees instead of 10 because the length of the long boundary with his neighbor's property was underestimated. Ms. Holmes said typically the Commission would not need to approve planting trees/shrubs, but this case involved a tree already taken down. Mr.



Shad reminded the Applicant of the importance of pre-approvals before the work begins in the future in order to take advantage of tax credits and other County benefits, and not to seek retro-active approvals.

**Motion:** Mr. Roth moved to approve the application per Staff recommendations. Ms. Tennor seconded. The motion was unanimously approved.

**HPC-17-24 – 3062 Bethany Lane, Ellicott City**

Advisory Comments for subdivision with demolition.

Applicant: Stephanie Tuite

**Background & Scope of Work:**

According to SDAT the main historic house dates to 1900. This property is not located in a historic district and it is not listed on the Historic Sites Inventory, although it does contain historic structures. The property consists of 2.59 acres and contains one historic house, one secondary house, three sheds and two barns. All structures are proposed to be demolished and 5 new lots created. The new lots will be accessed from Barn Hill Court and the use in common driveway will be constructed in close proximity to the edge of the large barn.



Figure 31 - Aerial of site



Figure 32 - Main historic house



Figure 33 - Main historic house





Figure 34 - Historic barn



Figure 35 - Historic outbuildings

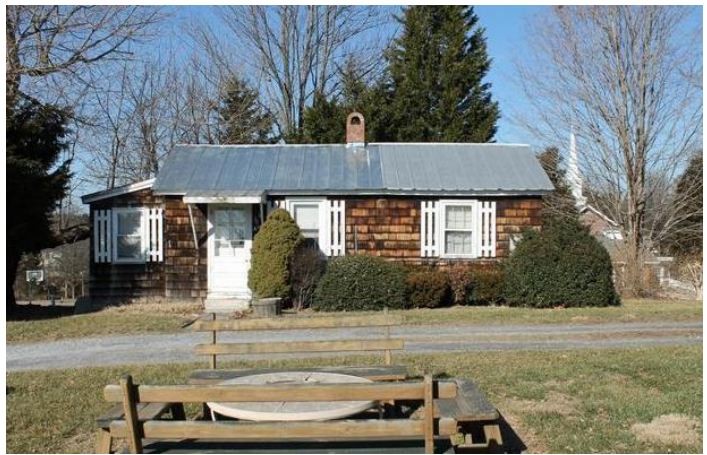


Figure 36 - Historic outbuilding



Figure 37 - Historic outbuilding



Figure 38 - Historic outbuilding

**Staff Comments:** The removal of the historic house and large barn, as well as the other historic outbuildings on the property will be a loss for the neighborhood and is the last vintage of the agricultural community that once existed in this area. Staff recommends the Applicant retain the smaller sheds and barns on the property and place them in the new lots, so that the houses will come with a historic shed. Otherwise, Staff recommends the Applicant offer the structures for free and let Staff and the Commission know where the advertisement will be posted. However, Staff finds the most appropriate location would be for these outbuildings to remain on site, where they can continue to be used and provide some historical context to what the site once was.

**Staff Recommendation:** Staff recommends the historic house and large barn be saved. Staff also recommends the smaller sheds be relocated on site to each of the new lots.

**Testimony:** Ms. Holmes said that Ken Short, the County Architectural Historian, briefed her on the history of the property and she summarized his findings for the Commission: the large barn dated to about 1905 and was built by Joseph German; the house dated to 1878, and the smaller board and batten structures dated to about 1900-1910; the second purchaser of the property was an African-American blacksmith from Catonsville, just after the Civil War.

Mr. Shad swore in Stephanie Tuite. Mr. Shad asked if there were any additions or corrections to the Staff comments or application. Ms. Tuite said there was a community meeting prior to the application where there were many concerns over the development entrance into Barn Hill Court. The developer is currently evaluating giving access to all of the lots through Bethany Lane instead of Barn Hill Court. The layout would be same, only the access would be different. Ms. Tuite had photos of the existing structures to show interior conditions and the repairs needed with the barn. Ms. Tuite explained that the property owner's sister has lived in the house for the past 25 years and she provided more historic details to Mr. Short. Ms. Tuite said the house had significant makeshift repairs, new windows, and the siding and roof had all been replaced, not in keeping with historic standards. She said the tenant house in Figure 31 that is right of the driveway currently has no water service because of leaky pipes underneath the house that cannot be repaired. Ms. Tuite said the structures have many ongoing issues.

Mr. Shad explained that Ms. Zoren was unable to attend that night, but that she had written Advisory Comments and asked him if they could be shared. Mr. Shad asked Ms. Holmes to read Commissioner Zoren's written comments in which Ms. Zoren said the subdivision of the proposed development by the demolition of 6 historic structures does not make sense. One of the new homes is not integrated into the development and isolated on Bethany Lane. Lot 1 is the only lot not accessed off of Barn Hill Court and the Lot 1 boundary can be easily adjusted to save the historic structures, while maintaining the financial and square footage advantages of the current proposal. The barns could be saved and can be easily renovated or repurposed. There are many examples of renovated barns with multi-uses in the County. This would provide options for buyers in Howard County who are looking for unique historic homes. The developer could take advantage of tax credits and preserve Howard County's unique features. It does not make sense to demolish 6 historic structures for 5 new single family homes that could be built anywhere.

Ms. Holmes said the Staff recommendations also asked for the smaller barns to be kept on-site and integrated into the new development, and asked if there were any considerations to do so. Ms. Tuite said she is unaware of any desire to maintain the barns, primarily because of the ongoing issues with the house. The older portion of the house, built in 1878, is not part of the house and is detaching from the main house. There is no interior connection and only the access is through the exterior porch.

Ms. Holmes said Mr. Short's report noted there were three different portions of the house: the original built in 1878, the middle (date unknown) , and an add-on around 1950, which showed history over a long period of time. Ms. Holmes asked for other Commissioner's comments that she can pass along during the plan review process.

Mr. Reich agreed with Ms. Zoren's comments. Mr. Reich said the developer could save significant financial costs if Lot 1 was carved off from the rest of the development. He explained that once the record plat is approved, the lot can be sold and the developer would not have to deal with stormwater management, landscaping, sediment and erosion control, County road entrances, and utilities, which would save a significant amount of money. Ms. Tuite said the property is on private well and septic, although public water and sewer is available. She said that many repairs were done on the existing house, not to historic standards, and more repairs are needed that may impact the developer's cost.

Ms. Tennor said the developer is only interested in building the new houses, not in preservation. Mr. Reich said economically it makes sense if the developer could divide off Lot 1 and the renovations would cost less than building a new house, plus the developer would get the income from the sale of Lot 1. Ms. Tuite said the developer is aware of the significant amount of costly repairs the existing structures need.

Mr. Roth agreed with Ms. Zoren and Mr. Reich's comments. He said the large barn and its foundation look to be in great shape and the existing aluminum siding could easily be replaced with historically accurate board and batten. Mr. Roth did not want to see the barn demolished.

Mr. Reich asked if lot configuration studies were done to save the historic structures. Ms. Tuite said the developer is evaluating options to see if the barn could be saved as an accessory structure, although it may not be allowed by zoning because of its size. Ms. Holmes said that are exceptions and it is an existing historic structure. Ms. Holmes said that if a recommendation from the Commission was sent to the DPZ to save the barn, the department would probably work with them. Mr. Reich said it could be easily converted into a house. Mr. Reich asked if any plans were drawn to save the historic structures. Ms. Tuite said the tenant house is beyond repair, and any repair to the existing water leak would cause the structure to collapse, because of the way it was built and serviced. The rear structure opposite the big barn is a mix of different structures combined together. Ms. Tuite said the owner has thought about offering the sheds as recommended, but is not looking at relocating them on site. Ms. Holmes said one is a well house, one is a spring house and one is just a shed, and together they form a nice historic building collection, and it would be a shame to see them demolished.

Mr. Reich showed a plan he sketched with options to save the historic structures and yield financial benefits for the owner. Ms. Tennor said the developer's plan reflects the fear that if old structures remain, then value of the new structures is lowered, which is not an accurate assumption.

Mr. Shad agreed with the Commission's comments to save the historic structures and preserve them if at all possible for the benefit of the community.

**Motion:** The Commission did not make a motion as the plan was for Advisory Comments, which are reflected through the testimony.



**HPC-17-25– 8382 Court Avenue, Ellicott City**

Certificate of Approval for exterior alterations.

Applicant: Martin Marren

**Background & Scope of Work:** This property is located in the Ellicott City Historic District. According to SDAT the house dates to 1874. The Applicant was previously approved to make exterior repairs to the house in April 2016 in case HPC-16-13. The Applicant currently proposes the following work:

- 1) Power wash the metal roof, prime the surface with a galvanized metal primer and then paint existing light gray metal roof a new color, Benjamin Moore Black Berry, which is black.



Figure 39 - Front of house

- 2) Remove concrete steps at front entrance and install granite steps. The brick front walkway will be reset. The front and side granite retaining walls will be repointed as needed.



Figure 40 - Front steps and retaining wall

- 3) Remove the existing broken concrete slab above the basement entrance and install a new concrete slab. The existing slab is cracked and in danger of collapse. This would be an in-kind repair and considered Routine Maintenance.



Figure 41 - Concrete slab

- 4) There is existing brick paving on the south west side of the house. The Applicant proposes to remove the brick, pour a concrete slab and install new brick pavers in the side walkway.



Figure 42 - Brick side walkway

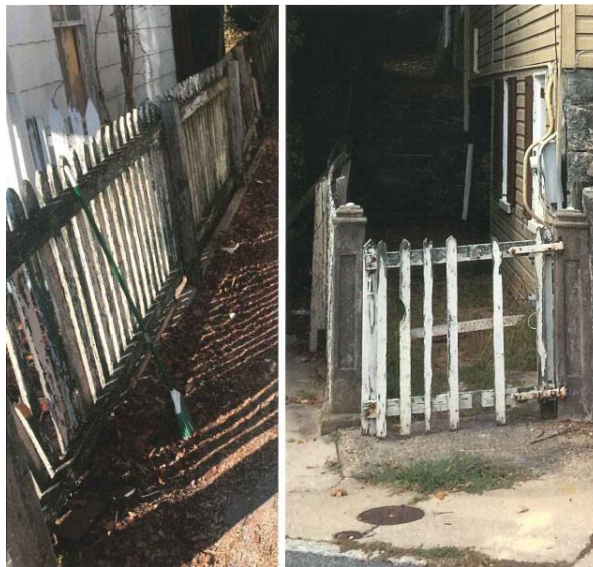


- 5) The steps in the side yard are a mix of concrete and granite. Remove damaged and uneven concrete steps in the side yard (south west side of house), repair the existing granite steps and replace the concrete steps with new granite.



**Figure 43 – Concrete and granite stairs to be all granite**

- 6) Remove the existing rotten wood picket fence and install new fence and gate with white custom wood pickets to match. The concrete posts will remain. This would be an in-kind repair and considered Routine Maintenance.



**Figure 44 - Fence**



- 7) Repair and repoint the small collapsing brick retaining wall in the back yard and replace bricks as needed.



Figure 45 - Rear retaining walls



Figure 46 - Rear retaining walls

- 8) Remove tree leaning over neighboring house on south west side of house.

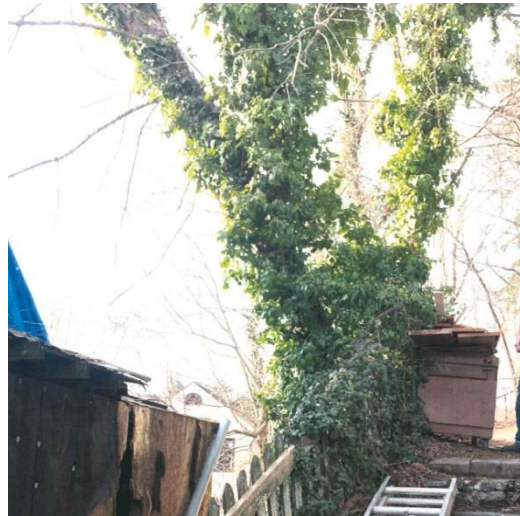


Figure 47 - Tree to be removed

**Staff Comments:** Chapter 6.E of the Guidelines explain that “historic roofing materials include wood shingles, metal and slate...To retain the district’s historic character, every effort should be made to repair and preserve historic wood, metal or slate roofing, particularly for roofs visible from public ways.” The Applicant proposes to keep the historic metal roof and paint it a new color, Black Berry. The painting

of the existing historic metal roof complies with Chapter 6.E recommendations, “maintain original roof line and dormers” and “retain and rep historic roofing material.” The Guidelines state, that “generally, strong colors should be avoided for visible roofing materials. Colorful roofs draw attention away from the more important building features. Neutral grays allow a much wider selections of colors on the lower parts of the building.” The proposed color is black, which is a strong color and the roof is visible depending on where one is located on Court Avenue as the topography changes. However, this historic metal roof is an important building feature and a character defining feature on the building. The proposed color coordinates with the new paint colors approved in April 2016. Aerial photography shows that the roof used to be a dark color and only became a galvanized color in 2011 (without approval by a previous owner). The proposed color will be more historically accurate based on the records within the file. There is a photograph of the building from 1996 that shows the roof was a dark color.

The Applicant has amended the application and is now proposing to install granite steps around the property, instead of the concrete steps referenced in the application. Granite is a common landscape element found in Ellicott City and the use of granite steps better complies with the Guidelines than the concrete originally proposed. The side brick walkway and front walkway will be replaced with new brick, which also comply with the Guidelines. The Applicant has also amended the application to repair and repoint the rear brick walls instead of pouring new concrete walls. These items comply with Chapter 9.D recommendations, “construct new site features using materials compatible with the setting and with nearby historic structures, particularly for features visible from a public way” and “construct new terraces or patios visible from a public way from brick, stone or concrete pavers designed to look like indigenous stone.” Some of these items will be eligible for tax credits under the new provision for historic landscape features. The Commission must determine which of these features are historic features, such as the front retaining wall, in order to approve tax credits. Staff finds the rear brick retaining wall is historic based on its appearance, such as the color and consistency of the brick. There are also granite steps in the backyard between the terraced levels that need to be reset. The concrete steps in the side yard also contain granite steps, which Staff believes the entire staircase once was. Staff finds these are historic elements as well and recommends tax credit pre-approval for this work, although it was not explicitly applied for.

The replacement of the concrete slab in the front yard would be considered Routine Maintenance. The replacement of the existing white wood picket fence with a new one to match is considered Routine Maintenance and complies with Chapter 9.D recommendations, “install open fencing, generally not more than five feet high, of wood or dark metal.”

The Applicant stated that the rear tree to be removed was 10 inches at 4.5 feet. Chapter 9.D of the Guidelines state that Routine Maintenance is “removing trees that have a diameter of less than 12 inches 4.5 feet above ground level.” Staff has no objection to the removal of this tree, as it does not appear healthy and is covered in ivy and is leaning toward the neighboring house and growing out of a retaining wall.

**Staff Recommendation:** Staff recommends Approval of all items as submitted. Staff recommends tax credit pre-approval for the painting of the roof, repointing and repair of the historic front granite retaining walls and rear brick retaining walls and re-setting of the side and rear granite steps.

**Testimony:** The Applicant was not present. Ms. Holmes said the application has been amended for the stairs to be granite instead of concrete. The proposal to remove the rear brick retaining wall has been amended to repair and repoint. Ms. Holmes said had these changes been made before the Staff report

was written, the case would be a minor alteration or on the consent agenda. The Applicant proposed to paint the metal roof black.

Ms. Holmes summarized the proposed work. The front concrete steps would become granite. The concrete slab in the front yard would be replaced in-kind. The brick pathway on the side of the house would be excavated, a slab poured, and new bricks set down. The side steps would be granite. The fence will be rebuilt and replaced in-kind. The rear retaining wall will be repaired and repointed. Ms. Holmes said by looking at the appearance of the bricks, they look to be historic retaining walls that qualify for tax credits. The Applicant also wants to remove a tree under twelve inches that is growing into the wall and leaning over his neighbor's property.

**Motion:** Ms. Tennor moved to approve the application per Staff recommendations. Mr. Roth seconded. The motion was unanimously approved.

**HPC-17-26 – 8137 Main Street, Ellicott City**

Certificate of Approval for to install sign.

Applicant: Jennie Melvin

**Background & Scope of Work:** This property is located in the Ellicott City Historic District. According to SDAT the building dates to 1906. The Applicant was approved in November 2016 in case HPC-16-88 for a sign on this building, although the final sign that was installed was too large for the space above the door. Staff notified the Applicant of this issue and met with the Applicant to explain the issue. The Applicant informed Staff that she would be submitting for a new sign and would address the size issue with the new sign.

The Applicant now seeks approval to install a flat mounted sign within the panel detail above the doorway on the front of the building. The sign will not extend beyond the panel detail and will provide about one inch of panel relief around the sign. The sign will be green and the text will be white. The sign will be 22.5 inches high by 45 inches wide for a total of 7.03 square feet. The sign will read:

Better Homes and Gardens Real Estate  
The J. Melvin Group  
Real Estate Office





Figure 48 - Proposed sign

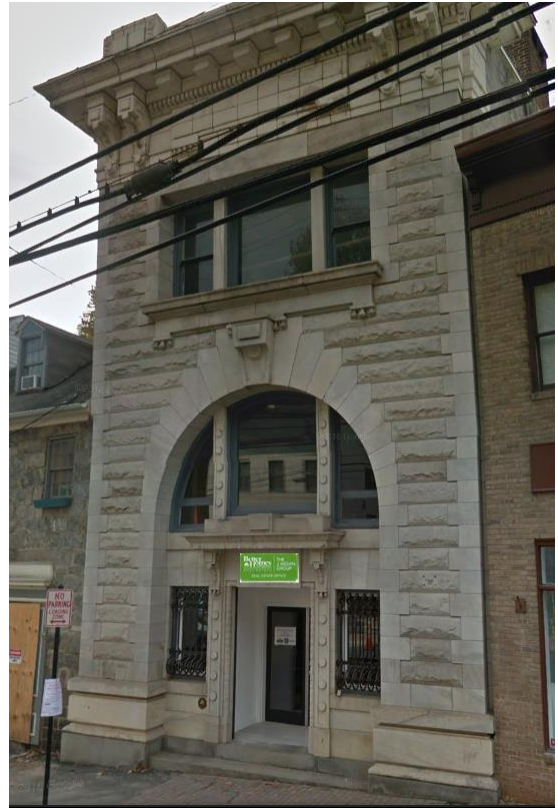


Figure 49 - Proposed sign

The Applicant has provided the following information regarding the color and text on the sign:

"The Better Homes and Gardens brand color is green Pantone 363. We are not allowed to deviate from that color palette. We must include the BHG logo, as well as the name of the brokerage (The J. Melvin Group). We have added "Real Estate Office" as per the MD Department of Labor and Licensing guidelines/requirements. The sign has scalloped corners, similar to our original sign for the historic feel, and has a border of 1"-1 1/2" of the stone slab showing."

The Applicant has also provided a few examples of other Better Homes and Gardens signs.



Figure 50 - Example signs



Figure 51 - Example signs

**Staff Comments:** The sign generally complies with Chapter 11.A (page 80) recommendations, “use simple, legible words and graphics” and “keep letters to a minimum and the message brief and to the point.” The sign only identifies the name of the business franchise. The sign will have two colors, which complies with Chapter 11.A (page 80) recommendations, “use a minimum number of colors, generally no more than three. Coordinate sign colors with the colors used in the building façade.” The green background of the sign is very bright and does not match the architecture of the stone building. If there is another color option available that is more neutral, Staff recommends the Applicant amend the application.

The sign does not comply with Chapter 11.A (page 80) recommendations to use “historically appropriate materials such as wood or iron for signs and supporting hardware.” The sign will be made of aluminum, but will be flat mounted to the building so the lack of depth in the modern material will not be highly noticeable.

Chapter 11.B (page 83) of the Guidelines recommends, “Incorporate the sign into the façade of the building. Signs should fit within the lines and panels of the façade as defined by the building frame and architectural details.” This sign will be installed directly above the front door, within a panel detail above the door. Signs have been used in this location in the past and it is the most appropriate location on this building to install a sign. This sign, unlike the one previously installed, is correctly shown in the rendering as fitting within the panel detail and showing a stone border around the sign.

**Staff Recommendation:** Staff recommends Approval as submitted, but recommends a more neutral color be used if possible.

**Testimony:** Mr. Shad swore in Jennie Melvin. Mr. Shad asked if there were any additions or corrections to the Staff comments or application. Ms. Melvin provided a sample of the proposed green color, Pantone 363, which is less intense than what was shown in the Staff report due to the differences in printing. Ms. Melvin said Better Homes & Gardens Real Estate is a national brand and she has to follow all of their branding guidelines as the franchisee. Mr. Shad asked if there is a sign now. Ms. Melvin said there is a sign “J. Melvin Premier Properties,” but now that Ms. Melvin is forming an alliance with Better Homes & Gardens Real Estate, it should become “Better Homes and Gardens Real Estate The J. Melvin Group”.

Ms. Holmes said the Commission approved a sign last November, but the installed sign ended up larger than expected. Ms. Melvin confirmed the dimensions were the exact ones on the application, but Ms. Holmes explained that she had asked the Applicant if the sign would fit within the stone panel and was told it would. Ms. Holmes explained that because of the building’s height, there was no way for her to measure the panel against the application dimensions, which is why Staff asked if the sign would fit within the panel. When it was brought to Ms. Melvin’s attention, she informed Ms. Holmes that a new sign will be installed once the Better Homes & Gardens Real Estate alliance is completed. Ms. Melvin said the proposed sign will have about an inch to an inch and a half relief within the existing stone panel.

Ms. Tennor asked about the sign material. Ms. Melvin said it is a thin metal sign that will be flush mount against the existing stone panel.

Mr. Shad asked if Ms. Melvin can use a more neutral color per Staff recommendations. Ms. Melvin said Better Homes and Gardens is a national brand, and as a franchisee she has to adhere to their branding standards and guidelines, so she has to use the proposed green sign.

Mr. Reich said since there is an alcove where the new green sign will be installed, the color will not cause too much distraction on Main Street.

Ms. Melvin would like to paint the black bars over the windows, using the existing color. Ms. Holmes said it can be painted without approval. Ms. Burgess said if the Applicant seeks tax credits, an application should be submitted and the cost of the work would need to be \$500.00 or more. Ms. Melvin will paint the black bars herself.

**Motion:** Ms. Tennor moved to approve the application as submitted. Mr. Roth seconded. The motion was unanimously approved.

#### **HPC-17-23 – 8109-8113 Main Street, Ellicott City**

Certificate of Approval for exterior alterations.

Applicant: Anath Ranon, Cho Benn Holback + Associates

**Background & Scope of Work:** This property is located in the Ellicott City Historic District. According to SDAT the building dates to 1900. This building was severely damaged in the July 30, 2016 flood and the Applicant now seeks approval, tax credit pre-approval and Façade Improvement Program funds to make repairs. The application refers to the buildings as the ‘west building’ and the ‘east building’ – for clarification the west building is 8113 Main Street, where Joan Eve was located (on right below) and the east building is 8109-8111 Main Street where Out of Our Past Antiques was located (on left below).



Figure 52 - Before and After flood

#### **Exterior – Front Façade Conditions Prior to Flood**

The application states:

“Immediately before the flood, the east building (8109 Main Street) was clad in German drop wood siding that appears to be original, above a brick veneer base punctuated by a paneled steel door on the far east side (leading to the upper residential units), a single lite wood door to the 1<sup>st</sup> floor retail space and a wood frame storefront windows. The door to the retail space appeared to



have a filled in transom above. Granite block steps sat in front of each door. There were also two light sconces, one adjacent to each door. An ornamental bracketed wood belt course (still intact) separates the 1<sup>st</sup> and 2<sup>nd</sup> floors.

The 1<sup>st</sup> floor level of the west building (8113 Main Street), prior to the flood, was clad in the same German drop siding that is used on the east building (8109 Main Street), above a brick veneer base punctuated by a single-light wood door to the 1<sup>st</sup> floor retail space, and two wood frame storefront windows flanking the door. A historic photo from the 1920s indicates that the German siding is likely not original to the building. Granite block steps sat in front of the door. A deep fabric canopy sat above the door and covered some of the façade, as well as what appears to have been an infilled transom above the door. There were also two light sconces, one on each side of the door. An ornamental bracketed wood belt course (still intact) separates the 1<sup>st</sup> and 2<sup>nd</sup> floors.”

#### Exterior – Front Façade Proposed Work

The application states that “the first floor level will be restored to its pre-flood condition”, as detailed below:

- 1) Siding - The west building (8113 Main Street) will be clad in wood lap siding to match its original condition. New siding will only be added to the first floor, the second floor siding was not damaged and does not require replacement.
- 2) Brick veneer - A brick veneer base will be added back to the buildings.
- 3) Windows - Install new wood single lite storefront windows to match the previously existing. Install transoms over both retail doors, similar to condition found in historic photographs.
- 4) Awnings - Install new fabric awnings over all three doors. The awnings will be a small size.
- 5) Exterior lights - Four light sconces were salvaged and will be reinstalled next each door as shown on front elevation.
- 6) Gate and stairs - Install a new painted black metal gate to secure the exterior stair case next to 8113 Main Street. Install new exterior black metal staircase for second floor apartment.
- 7) Doors - Install three new metal doors. The two commercial doors will be a full lite metal door to match the style of previously existing wood full lite retail doors; the door to apartments will be metal 2-panel doors, replacing the previously existing 6-panel metal door.
- 8) Snow guards - Add additional rows of snow guards to the roofs on both buildings.
- 9) Painting – All colors will match the existing colors, approved during the Benjamin Moore Paint What Matters project.
- 10) Granite steps – Reinstall salvaged granite front steps.



Figure 53 - Proposed repairs and alterations



Figure 54 - Proposed repairs and alterations

### Exterior Repairs – Side and Rear of Buildings

- 11) Roof – Remove existing black membrane roof at 8113 Main Street (west structure) in its entirety and replace with a white membrane roof. The metal roof will remain as-is.
- 12) Tree removal – Remove 3 or 4 trees from the exterior of property that are growing in close proximity to the retaining wall and building. The trees were not purposely planted and are covered in ivy.
- 13) Retaining wall – Repoint/repair historic granite wall as needed.
- 14) Skylight – replace skylight
- 15) Mechanical units on 8113 Main Street roof will be removed for the roof replacement and then re-installed on the building.
- 16) Decks/balconies – Expand the size of the rear balconies of the upper floor apartments. The application states the balconies will be made of wood with wood railings, but the owner would also like the option to construct black metal balconies and railings to match the one existing.
- 17) Ladder system – Install galvanized metal ladders and roof walking pads to allow emergency egress to the back of the property in the event Main Street access is not possible.
- 18) Install fiber cement siding on west side of building for the first floor to end at the landing of the staircase. Wood siding to remain in place for the second floor. There is currently wood siding that is damaged in this location.
- 19) Install fiber cement siding on rear addition, which is not historic, and currently brick. The elevation is cut through a new concrete stair and CMU retaining wall that connects the back door up to the patio. This stair and retaining wall construction replaces the previous retaining wall and stair that was damaged in the flood – refer to photo #10 in the application packet.

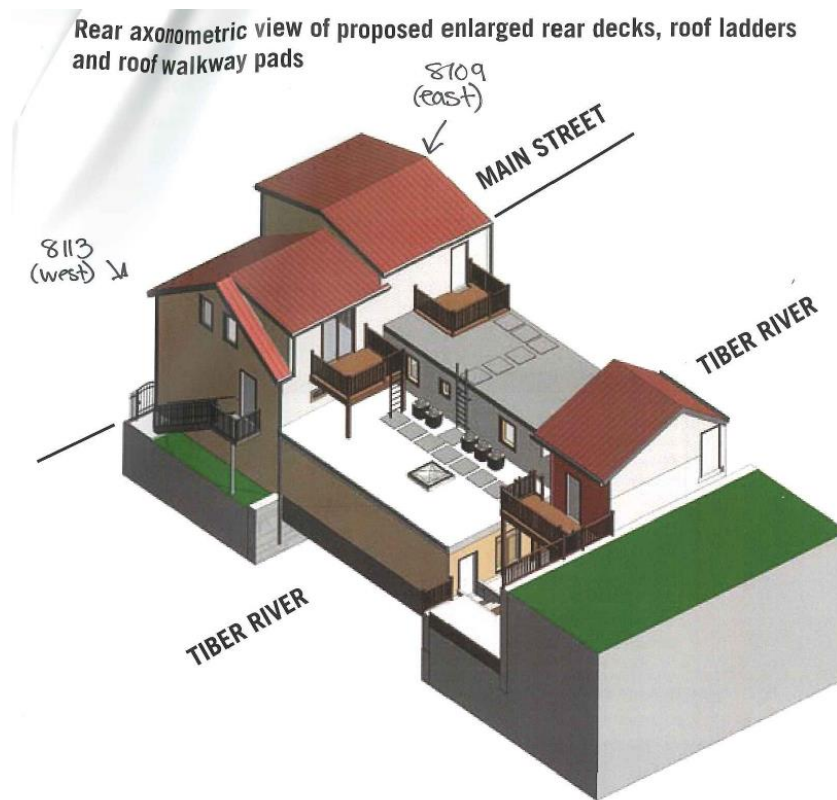


Figure 55 - Axonometric view of building





Figure 56 - Roof to be replaced



Figure 57 - Historic wall to be repaired



Figure 58 - Trees to be removed

### Structural Conditions before the Flood

The application states, "Three steel girders spanning the river and attached to the stone stream walls were added early in the 20<sup>th</sup> century and the wood frame floors rested on those girders, although with a few physical connections to the girders. The rear portions of the buildings were destroyed in the flood, along with the walls at the 1<sup>st</sup> floor level of both buildings, and the entire 2-story east wall of the east building. Within days after the flood, temporary shoring was installed inside the buildings to support the upper floors. Nonetheless, the upper floor structures exhibit significant sagging and are out of level."

### Structural Repairs

- 20) Historic Timber Trusses – Existing and salvaged heavy timber truss members will be used/reinstalled as structural supports at the 1<sup>st</sup> floor retail spaces at the far east wall and center wall separating the two retail spaces. The truss members will be reinstalled as decorative members in front of the new west wall of the 1<sup>st</sup> floor retail space.
- 21) Shore 2<sup>nd</sup> and 3<sup>rd</sup> floors back to level.
- 22) Floor structure – The middle and east girder spanning the river will remain; the west girder, which is not strong enough to support the proposed floor and wall structure, will be replaced and a 4<sup>th</sup> girder will be added. A new long-span metal deck will be attached to the four girders and a new 5" reinforced concrete slab will be poured for the entire length of the buildings. At the front of the building, the floor slab assembly will be on a combination of existing stone foundation walls supplemented by grouted CMU where needed to create a level foundation. The floor slab assembly will be stepped down at the point where the structure is over grade so the new floor elevations will be about the same as the old floor elevations. The metal deck will be coated with epoxy paint and insulation, protection board and waterproof membrane will be added below.
- 23) Crawl Space/Flood Vents – The existing crawl space will be retained to provide space for pipes below the floor. Flood vents will be added in the stone/CMU foundation walls to allow future flood water to enter the crawl space, relieving pressure on the floor and wall structure with the intent of mitigating future structural damage in the event of flooding. A water-tight hatch will be installed in the new floor to allow crawl space access.
- 24) Exterior Walls – The west wall and north (front) walls will be rebuilt of full height, grouted, reinforced CMU (1<sup>st</sup> floor only). The south (rear) and east walls will be rebuilt with a grouted, reinforced CMU knee wall about four feet high (to base flood elevation plus two feet) with a 2x6 wood stud wall above. The new west walls will be located about 30 inches east of its original location to provide more interior space. This relocation will not be visible from the street and will enclose a gap between the buildings that allowed water in. All new walls will be insulated to meet energy codes and provided with a weatherproof barrier.

### Interior Repairs – 1<sup>st</sup> Floor Retail

- 25) Fire code – The ceiling/floor assembly between the 1<sup>st</sup> and 2<sup>nd</sup> floors will be built as one hour construction to meet fire code.
- 26) Bathroom – A new ADA compliant bathroom will be constructed and shared between the two 1<sup>st</sup> floor retail spaces. The bathroom will be outfitted with a porcelain tile floor, ceramic tile wet wall and standard plumbing fixtures.
- 27) Plumbing - New plumbing connections for the 1<sup>st</sup> floor retail spaces will be provided.
- 28) HVAC – Install a new HVAC system for the 1<sup>st</sup> floor retail spaces. The previously existing was destroyed in the flood.



- 29) Electrical – Install new electrical and lighting systems and fixtures for the 1<sup>st</sup> floor retail spaces. Electrical panels serving all apartment units and retail spaces were located on the 1<sup>st</sup> floor and were destroyed and will be replaced.
- 30) Walls and Floors – Install new drywall walls and ceiling.
- 31) Floors and Steps – Install new wood floors and steps.
- 32) Ductwork – Will be reconnected to HVAC units and repaired or replaced as needed.



**Figure 59 - Interior retail**





Figure 60 - Interior retail



Figure 61 - Interior retail



Figure 62 - Interior retail

#### Interior Repairs – Apartment Units

The upper floors were open to the elements for several weeks and the floors were sagging due to the first floor damage. There was no evidence of historic elements in the apartment units. The carpet was damaged and removed and will need to be replaced. There is damage to drywall and trim in some areas that will need to be repaired or replaced. Similar to the first floor, the ductwork will be reconnected to the HVAC systems and the ductwork will be repaired or replaced as needed. The owners have indicated that the refrigerators are leaking and need to be replaced, but that the rest of the kitchen appliances are also being replaced at this time, although they are functional. The windows on the Main Street in the east building do not appear historic, but they are wood two over two windows. The windows appear to be slightly off kilter due to the sagging building and may require repair.



Figure 63 - Interior apartment





**Figure 64 - Interior apartment**

**Staff Comments:** The application complies with Chapter 6 recommendations for rehabilitation. This proposal generally consists of restoring the property to its pre-flood condition for the front façade and restoring/rebuilding the remainder of the building as needed. Alterations to the rear of the property will bring consistency to a mix of additions over the years and provide emergency egress for all tenants. This is a very complex project due to the extent of damage. While Staff has tried to encompass all repairs and alterations in the Staff report, the architectural drawings and other submission materials generally provide the entire scope of work, with the exception of small adjustments on details such as the rear decking materials.

The west building (8113 Main Street) will have shiplap siding on the first floor and the previous siding material was German lap siding (referred to by the Applicant as German drop). However, the second floor has shiplap siding and historic photographs show shiplap siding. Therefore, the replacement of the German lap siding on the first floor is more historically appropriate and complies with Chapter 6.D of the Guidelines, “when necessary, replace deteriorated wood siding or shingles with wood siding or shingles that match the original as closely as possible in width, shape and profile. Maintain the original shape and width of details such as corner boards, cornices and door and window trim.”

The proposed black metal gate on the front facade complies with Chapter 9.D recommendations, “install open fencing, generally not more than five feet high, of wood or dark metal.” There are other buildings along Main Street that have sallyports with black metal gates, so there is a historic precedent for this type of gate.

The three proposed awnings over each individual door do not fit the scale of the front façade. Chapter 6.L of the Guidelines recommends, “when installing awnings or canopies, use shed-style awnings that are scaled appropriately for the building size and window spacing.” Additionally awnings have been an item of concern for the Commission as they are not replaced when they start to deteriorate. This building has a cornice line across the front and the proposed awnings do not complement that architecture.

The Applicant proposes to replace the damaged wood siding on the side of the building with fiber cement siding. This location will be difficult to reach for maintenance once the staircase is reinstalled and the gate is installed. Chapter 6.D states, “if wood siding must be replaced on a historic building, a composite siding material may be considered, if wood is not a viable option, the composite siding conveys the appearance of the historic material, and application of the substitute material does not damage or obscure historic features. The texture, width, shape, profile and finish of the substitute siding material should be similar to the wood siding it replaces.” The proposed fiber cement siding will only be used for the first floor on the side of the building and then the second floor is back to the existing wood siding. This entire side of the building needs to be structurally rebuilt and in this case the use of fiber cement complies with the Guidelines. The Applicant proposes to use the ‘traditional cedar’ grain fiber cement siding. Staff would like to see a side by side comparison of the existing wood siding to the proposed wood grain fiber cement to confirm this is the appropriate choice and that the texture of the new fiber cement will match the existing wood.

The use of the proposed full lite metal doors does not comply with the Guidelines. Staff recommends the doors be wood, to comply with the Guidelines. The use of wood would also be eligible for tax credits. Chapter 6.G recommends, “when repair is not possible, replace historic doors and entrance features with features of the same size, style and finish” and “replace inappropriate modern doors with doors of an appropriate style. If documentary evidence of the original door is available, choose a new door similar to the original. Otherwise, use a door appropriate to the period and style of the building.” The application indicates that the paneled door leading to the apartments was metal, which is not typically found on Main Street. Staff recommends this door be changed to wood to comply with the above Guidelines, as it is not an in-kind replacement.

The removal of trees complies with Chapter 9.B recommendations, which recommend against the removal of live mature trees unless, “it is necessary due to disease or to prevent damage to historic structures.” The trees are growing adjacent to the historic retaining wall, which indicates the trees were not purposefully planted and are a threat to the building. Chapter 9.B recommends “plant new trees and shrubs far enough from buildings to avoid moisture problems and damage to the buildings from falling

limbs and roots as the plants grow.” The existing trees do not follow this Guideline as the trees are not far enough from the historic wall.

This application, including the structural repairs noted above, will qualify for Section 20.112 and 20.113 tax credits. Section 20.112 of the County Code states that eligible work includes, “The repair or replacement of exterior features of the structure; work that is necessary to maintain the physical integrity of the structure with regard to safety, durability, or weatherproofing; and maintenance of the exterior of the structure, including routine maintenance as defined in section 16.601 of the County Code, and a landscape feature located within a local historic district, which is determined by the Commission to be of historic or architectural importance.”

The tax credit for Section 20.113 will include expenses for the interior of the building. Staff walked through the building with the owner and noted that there were no remaining historic features in the apartment units. In the first floor retail space, the only interior items of historic value are the timber trusses, which are being reused. Staff finds the proposed rehabilitation of the building complies with the Secretary of the Interior Standards for Rehabilitation, specifically, “The historic character of a property shall be retained and preserved. The removal of distinctive materials or alterations of features, spaces and spatial relationships that characterize a property shall be avoided” and “Each property shall be recognized as a physical record of its time, place and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic property, shall not be undertaken.” The building will generally look as it did prior to the flood on the interior and exterior. The Secretary of the Interior Standards state that “Deteriorated features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture and, where possible, materials. Replacement of missing features shall be substantiated by documentary and physical evidence.” On the front façade most features were destroyed and will be rebuilt, so repair is not possible. Staff finds using wood doors would better comply with this standard and the Guidelines.

**Staff Recommendation:** Staff recommends:

- 1) Approval of the siding change to wood shiplap for the west building.
- 2) Approval of the new street level gate for the west building upper apartment unit.
- 3) Denial of the proposed awnings.
- 4) Approval of the use of fiber cement siding on the first floor of the side of the west building, with the grain pattern (with or without wood grain) to be determined.
- 5) Denial of metal doors and denial of tax credits for metal doors. Staff recommends solid wood and full lite wood doors be used on the façade and tax credit pre-approval for wood doors.
- 6) Approval of all alterations to the rear of the building, including painting, expanded rear decks in either wood or black metal, walking pads, replacement of the roof, removal of trees, and fiber cement siding on the brick addition.
- 7) Staff recommends tax credit pre-approval (Section 20.112) for all eligible items, except for those specifically recommended against above.
- 8) Staff finds the proposed alterations and repairs, except for those mentioned above, comply with the Secretary of the Interior Standards for Rehabilitation and recommends approval of the tax credit for Section 20.113.

**Testimony:** Mr. Shad swore in Anath Ranon and Walter Johnson. Mr. Shad asked if there were any additions or corrections to the Staff comments or application. Ms. Ranon said the project’s goal is to restore the building to its original façade before last July’s flood, which destroyed most of the building. The other goal is to rebuild the building to be more resilient against future floods. She referenced the



drawings on page 28 and item # 3 on the proposed work list on page 27 for transoms above the doors. It is believed there were transoms, but when Maryland Historical Trust (MHT) reviewed the proposal for tax credits, they did not believe transoms existed over the doors, so MHT did not agree with the proposed transoms. Ms. Ranon said the current proposal is for no transoms over the doors.

Mr. Reich wanted to know if there are differences in the form and materials that are proposed for the rear of the building, compared to the previous building. Ms. Ranon said the inside walls will be built differently, but the façade will be the same. The difference will be in the east building. She explained that currently, there is about a three foot gap between the east wall and the adjoining property. The first floor will be extended to line up next to the adjoining property. The other difference is on the west side there was wood siding, but they are proposing to use fiber cement siding from the ground up to about the second floor (so there will be wood above and fiber cement below). Mr. Reich asked if the part of the rear structure that extends over the river will remain the same. Ms. Ranon said it will remain the same except for the three foot extension. Also, the siding and brick will be the same as the building before it was destroyed by the July flood.

Ms. Ranon said the rear of the building was fiber cement siding, probably due to a prior fire in the area, because it is water and fire resistant. Ms. Holmes said on the west building going across the river to the back yard the small addition is brick, but that will change to fiber cement, which will be consistent with the rest of the building.

Mr. Johnson, owner of the building, said Mr. Ken Short determined the wood beams were from the 1830-1850 period. He said that Mr. Short estimated the front right portion of the structure was built around 1830. Mr. Short is compiling a detailed building report for Mr. Johnson. Mr. Johnson said the wood beams washed into the building during last July's flood, but were kept in storage to be reinstalled. The center beams will be exposed and weight bearing. The beams on the west side will be constructed to the way they were, but will not be weight bearing.

Ms. Holmes referenced the graphic on page 29, and noted that the left roof membrane is currently black. The replacement membrane roof will be white, the deck will be slightly enlarged, with walking paths and ladders added for access in the future. She explained that in the back where the green block is shown, a few trees will be removed since they are growing in the retaining wall and were not purposefully planted. The retaining wall in Figure 56 is an historic granite wall that qualifies for tax credits for repairs. The Commission had no comments on that scope of work.

Ms. Tennor asked if they could discuss the historic photo. Ms. Ranon said the first proposal for restoring the front façade was to put siding all the way down to the sidewalk, as that was the historic condition, but MHT was reluctant to approve that because the Applicant proposed to put in larger store windows than the original size windows. Ms. Tennor asked if that is where the idea for the transoms above the door came from. Ms. Ranon said yes, but after seeing photos from the 1970s, 80s and 90s, she saw that the front walls on both buildings were redone many times, moving around the window and door placements. Ms. Ranon believed there were transoms over the doors at one point. Ms. Ranon said that without either transoms or awnings, the front façade will appear uneven. She said that if they will not be allowed to have the transoms, they would at least like the awnings. Ms. Holmes clarified that the Staff report recommended approval of the transoms, which is separate issue from MHT not approving them.

Ms. Tennor asked if the awning size shown in Figure 54 is representative of the proposed size. Ms. Ranon said the figure showed a small awning on each door, but she is open to the option of a large canvas single awning covering the entire façade. She referenced the previous large awning on the Joan

& Eve store facade. Mr. Johnson had a photo that showed a transom over the east building's door and said there were likely transoms on both doors at one point. Ms. Burgess said such evidence of previous transoms can be submitted to MHT for their reconsideration of the application.

Mr. Reich asked about the preference for metal versus wood doors. Ms. Ranon said metal doors would make the building more resilient against future floods and they are more durable against water than wood doors. Ms. Ranon also expressed concerns about past break-ins at the residential door and said a metal door would be stronger. Ms. Ranon said the proposal is for three steel doors with single glass lights in the two retail spaces and a solid panel in the residential space. Mr. Reich asked if the designs on the door matched what was there before. Ms. Ranon said yes, the retail glass doors would have one full light. The residential door had 6 panels, but it was not original. Mr. Reich asked between the awnings and transoms, which is preferred. Ms. Ranon said if she had to choose, awnings are preferred since MHT has issues with transoms. Mr. Reich asked the Applicant for the awning's design. Ms. Ranon said the diagram only shows the function but not specific dimensions. Ms. Holmes asked if any signage will be on the awnings. Ms. Ranon said there are no plans for signage. Ms. Holmes said in the past, there had been issues with maintenance of the awnings. There were many awnings on Main Street that should have been removed, repaired or replaced, but have not been. Mr. Johnson said the awning would primarily help protect people walking in and out of the buildings from ice falling from the roof. Ms. Holmes asked about the awning's color. Ms. Ranon said no specific color has been decided on yet, but she is open to the Commission's recommendations. Mr. Reich asked if the awnings will be fabric. Ms. Ranon said it would be fabric. Mr. Reich recommended a separate application for the awning. Ms. Ranon agreed and withdrew awnings from the current application and will provide awning design, and size on a later application.

Ms. Tennor reviewed the façade colors and Ms. Holmes said the colors would be the same as before the flood. Mr. Johnson said the façade colors are fairly new, as they were done with Benjamin Moore's "Paint What Matters" project in 2013.

The Commission reviewed the items before them for approval. Mr. Roth was inclined to approve the metal doors, but deny tax credits for them. Mr. Shad had an issue with setting a precedent by approving the metal front doors, since previous applicants seeking metal doors were rejected, both before and after the flood. Mr. Shad found that the front doors should be wood to be consistent with past approvals, but that metal side or rear doors would not be an issue.

Ms. Holmes asked the Commission to discuss the new interior work tax credits. Mr. Taylor suggested that the Applicant could amend the application to include interior work tax credits. Ms. Burgess said pre-approval for eligible interior work tax credit was needed before the Applicants start the repair work..

Mr. Taylor clarified that there are two types of Howard County tax credits for historic restoration. He said the first type of tax credit is for exterior work and work that is essential to the structural integrity of the building, and is 25% of the cost spent on eligible work. The second type of tax credit is related to the increased assessment for state property taxes that may occur due to work done on the structure. For example, the tax assessment for the Applicant's building may be \$1,000, but once work has been completed the assessment will increase significantly. The difference on the tax between the two assessments may be eligible for tax credits. Mr. Taylor explained that pre-approval of the work is required for the tax credit, and it must be done in accordance with the Secretary of Interior's Guidelines on the Rehabilitation of Historic Structures. Mr. Taylor said the Staff is requesting pre-approval for the Applicant's proposed repair items outlined in the Staff Report in order to receive the new increased

assessment tax credit. Ms. Holmes agreed with Mr. Taylor, however, she questioned if new kitchen appliances, such as the stove and refrigerator qualify. Mr. Taylor did not think that appliances would qualify for the new increased assessment tax credit, because they are not permanently attached to the structure, but a furnace, counter tops and lighting fixtures may qualify. Mr. Taylor said the interior of the building was completely destroyed by last July's flood, which makes it easy to determine work eligibility for the increased assessment tax credits, but if an item is movable and not attached to the building, then replacing it would not be eligible.

Mr. Johnson said he was eager to get the rehabilitation work started and would like to remove the awnings from the application to submit at a later date, and amend the application from using metal front doors to wood front doors.

Mr. Taylor clarified that the new increased assessment tax credit is capped. For example, if a building assessment increased from \$100,000 to \$200,000, the tax credit on the \$100,000 difference is capped on the tax credit amount one can receive by how much was spent and the difference in assessments.

Ms. Holmes asked if the current siding is wood grain or smooth. Ms. Ranon said due to the many layers of paint on the existing wood siding, it's difficult to see the texture. Ms. Ranon proposed to bring paint chips to compare onsite with the Staff at a later date to determine if the siding has wood grain or smooth.

**Motion:** Mr. Roth moved to approve the following Staff recommendations.

- 1) Approval of Item #1, the siding change to wood shiplap for the west building.
- 2) Approval of Item #2, the new street level gate for the west building upper apartment unit.
- 3) Approval of Item #4, the use of fiber cement siding on the first floor of the side of the west building.
- 4) Amended Item #5, the front doors to be wood with tax credit pre-approval, as per Staff recommendation. The request for metal doors on the front of the building was withdrawn. Metal doors are fine for elsewhere on the building.
- 5) Approval of Item #6, all alterations to the rear of the building, including painting, expanded rear decks in either wood or black metal, walking pads, replacement of the roof, removal of trees, and fiber cement siding on the brick addition.
- 6) Items #7, tax credit pre-approval (Section 20.112) for all eligible items, except for those specifically recommended against.
- 7) Approval of Item #8, approval for tax credits under Section 20.113.
- 8) Applicant has withdrawn the proposed awnings for a later application.

Ms. Tennor seconded. The motion was unanimously approved. Mr. Roth moved that for Item #4, the color and siding texture is subject to Staff approval. Ms. Tennor seconded. The motion was unanimously approved.



## **OTHER BUSINESS**

### **Rules of Procedure Update**

Mr. Taylor discussed the changes made to the Rules of Procedure after the Commission's work session last month. Ms. Holmes provided the Commission Members a copy of the Rules of Procedure including the tracked changes. The proposed amendments were posted on the Commission's website 30 days before the May 4 meeting for public review at: [www.howardcountymd.gov/Departments/Planning-and-Zoning/Boards-and-Commissions/Historic-Preservation-Commission](http://www.howardcountymd.gov/Departments/Planning-and-Zoning/Boards-and-Commissions/Historic-Preservation-Commission)

The Commission will vote on adoption of the updated Rules of Procedure at the May 4<sup>th</sup> Meeting. Minor changes such as clarifications or typographical edits can be made by the Commission, but adding new rules or amending existing rules requires public notice. Mr. Taylor asked the Commission to review the document and contact Ms. Holmes with any questions.

Mr. Roth moved to adjourn. Ms. Tennor seconded. The motion was unanimously approved and the meeting was adjourned at 9:21 pm.

\*Chapter and page references are from the Ellicott City or Lawyers Hill Historic District Design Guidelines.

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Allan Shad, Chair

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Beth Burgess, Executive Secretary

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Samantha Holmes, Preservation Planner

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Yvette Zhou, Recording Secretary